

# Outline format for grant application narrative

## Title III Immigrant Children and Youth Grant

### Selection criteria

The maximum score for all these criteria is 100. The following selection criteria will be used to evaluate applications for a new grant under this competition.

- (a) Needs for the project. (25 points)
  - Demographic data including number of immigrant children and youth to be served and number of languages. Provide a narrative and/or data demonstrating a **significant increase** of new immigrant children and parents. (10 points)
  - Comparison of academic achievement data of immigrant children and youth and their English speaking peers as measured by reliable and valid tests or assessment instruments. (5 points)
  - Performance data on English proficiency and literacy skills as measured by reliable and valid tests or assessment instruments. (5 points)
  - Summary of clearly specified needs including, but not limited to, the following areas: (1) academic achievement; (2) English language development; (3) native language support in content area instruction; (4) capacity building (professional development); and (5) parent training. (5 points)
- (b) Quality of project design. (25 points)
  - Goals, objectives, and expected outcomes are clearly specified and, to the extent possible, measurable with reliable and valid tests or assessment instruments. (10 points)
  - The extent to which the proposed project is designed to build capacity/staff development and yield results that extend beyond the of grant period. (10 points)
  - The extent to which the proposed project will be coordinated with institutions of higher education, community-based resources, and State and Federal resources. (5 points)
- (c) Management plan and budget allocation. Project activities or services and budget for each major activity. (25 points)
  - Activities or services are appropriate and linked to the needs, goals, and objectives. (10 points)
  - The budget is earmarked for each major activity. (5 points)
  - The management plan is designed to provide information on action plans for activities or services, timelines, milestones (major accomplishments), responsible persons and/or participants. (10 points)

- (d) Quality of project personnel. (5 points)
  - Qualifications, duties, and responsibilities of the project director or coordinator are specified. (3 points)
  - Non-discriminatory statement and practice and the extent to which the applicant encourages applications for employment from persons who are members of the underrepresented groups based on race, color, national origin, gender, age, or disability. (2 points)
- (e) Adequacy of resources/collaborations. (10 points)
  - The adequacy of support, including facilities, equipment, supplies, and other resources from the applicant organization and partners. (5 points)
  - The extent to which the costs are reasonable in relation to the objectives, activities, and expected outcomes. (5 points)
- (f) Quality of project evaluation. (10 points)
  - Formative evaluation: Evaluation of the process. (2 points)
  - Summative evaluation: Evaluation of the product or outcome (3 points)
  - Data collection and analysis for all goals and objectives. (5 points)

The Wisconsin Department of Public Instruction does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, sexual orientation, pregnancy, marital or parental status, or physical, mental, emotional or learning disability.